

AGENDA



Thursday, March 6, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 21

Subject: Authorize award and execution of a 24-month requirements supply contract with FOX SCIENTIFIC, INC., Alvarado, TX, for laboratory chemicals for the Austin Water Utility in an estimated amount not to exceed \$150,000, with three 12-month extension options in an estimated amount not to exceed \$75,000 per extension option, for a total estimated contract amount not to exceed \$375,000.

Amount and Source of Funding: Funding in the amount \$43,750 is available in the Fiscal Year 2007–2008 Operating Budget of the Austin Water Utility. Funding for the remaining 17 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Steve Aden, Supervising Sr. Buyer, 974-2021.

Purchasing Language: Lowest bid of three bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Boards and Commission Action: Recommended by the Water and Wastewater Commission.

This contract is for the purchase of laboratory chemicals for the Austin Water Utility's Laboratory Services Division (AWU). The chemicals used in the water quality laboratories must meet quality standards prescribed by the Environmental Protection Agency (EPA) approved testing methodology.

Laboratory chemicals are used to prepare reagents and standards of precise content and strength, which are in turn, used in the performance of chemical and biological testing. AWU is required to provide testing services of raw water, drinking water, sewage, treated sewage, sewage treatment by-products, as well as industrial and commercial sewage samples for compliance with local, state, and federal mandates.

These chemicals will be purchased on an as needed basis and delivered to various laboratory sites by the vendor upon request by the laboratory.

MBE/WBE solicited: 4/0 MBE/WBE bid: 1/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Thirty-one notices were sent, including four MBEs. There are no known WBEs available for these commodities. Three bids were received, with one MBE responding.
- c. The pricing offered represents a 10% increase to the last contract award in November 2004.

APPROVAL JUSTIFICATION

- a. Lowest bid received. Fox Scientific is not the current provider.

- b. The Purchasing Office concurs with the Austin Water Utility's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.